

Interstate Registry-to-Registry Data Exchange

Instructions for Connection to Louisiana Immunization Registry (LINKS) from the CHILD Profile Immunization Registry 9/7/05

- 1) Log on to CHILD Profile as you normally do.
- 2) Use the search/add function as you normally do. Most individuals from Louisiana will not have an existing record in CHILD Profile so you will need to “add” a new record. On the Patient Search screen, click in the box next to: “check here if adding a new patient”. You will need to enter data for most of the highlighted fields in order to add the patient. (Minimum required fields = patient’s first name, last name, current Washington state address even if it’s a temporary shelter-type address, and guardian name). Click “Search”. Then click “Add Patient”.
- 3) You will now be on the demographic page. Check the information you have entered to make sure it is correct, and click on “Add Patient” at bottom of screen.
- 4) Go to the left hand menu. Under “Patient”, click on “Remote Registry”. Now you will see “Remote Connection”, with “Louisiana” in the drop down list. (At a future time, you will have a choice of other state registries to select.). Click on the “Query” button.
- 5) A list of patients that may match your patient will appear, along with their Louisiana providers. If there is an exact match (based on name and date of birth), that patient will appear at the top of the list. To confirm the match, verify the information with the parent or patient. As an additional step in confirming the match, you may also review the listed providers with the patient/parent to make sure they match the patient’s health care providers. Additional near matches will appear below the best match. These may match only on the first initial of the first or last name, and date of birth.
- 6) After you have identified the appropriate patient, click on the button labeled “Get Vaccination Record”. Below the patient information, you will then see a list of immunizations received and the facility that entered them. Also, above the vaccination list, you will see contact information for the facilities that entered the data.
- 7) At the bottom of the list of vaccines, click on “Merge Vaccinations.” That will import the immunizations into CHILD Profile where you will be able to print out a patient immunization record or Certificate of Immunization Status for the schools.
- 8) All immunizations imported from another registry will automatically have a comment entered on the Vaccination Detail Screen. The comment will indicate the facility that administered the vaccine, and that the source was Louisiana.

Please contact the CHILD Profile Help Desk at 1-800-325-5599 or 1-206-205-4141 for assistance.